

**DTERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

Agency: Child and Family Services Agency (CFSA)  
Caption: Tutoring Services  
Proposed Contractor: A Plus Success LLC  
Contract Number: DCRL-2015-C1-0020

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 2005.1, 2005.2 and 2005.3

**2. MINIMUM NEED:**

The District of Columbia Contracts and Procurement Administration, on behalf of the Child and Family Services Agency (CFSA) is seeking a contractor to provide in-home and community-based tutoring, remediation and supplemental educational services for youth involved in the District's child welfare system.

**3. ESTIMATED FAIR AND REASONABLE COST:**

\$60,000.00

**4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:**

The overall well-being of youth in foster care, including educational success, is a major priority for CFSA. Tutoring programs are one strategy to address the educational needs and the academic achievement of youth in care. Providing support for youth who are struggling with their educational progress is an area of need that tutoring will address. The extension of the current tutoring contract with A Plus Success LLC will allow for CFSA to maintain continuity of service delivery over the summer months of June 2020 through August 2020 as well as ramp up for the new contract.

Therefore, it is in the best interest of the District to proceed with a sole source contract to extend the current Option Year 4 providing tutoring services for a period of three months (3) NTE August 31, 2020, to prevent any disruption of services for this youth.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

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Date

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Brenda Donald  
Agency Director

**6. CERTIFICATION BY CONTRACTING OFFICER**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 2005 and that no response was received.

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Date

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Tara Sigamoni  
Agency Chief Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under Section 402 of the Procurement Practices reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code §2-354.02). I further find that the contractor listed above is the only available source that can meet the District's minimum needs. Accordingly, I determine that the District is justified in using the sole source method of procurement.

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Date

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Tara Sigamoni  
Agency Chief Contracting Officer